

Board of Selectmen
Grange Hall
April 3, 2013
Regular Meeting Minutes

Selectmen Present: Mark Walter; Emmett Lyman; John Blaschik

Selectmen Absent: None

Also Present: R. Ballek; C. Behilo; E. Blaschik; J. Hunt; B. Lunt; P. Simmons; S. Wheeler

1. First Selectman Walter called the meeting to order at 7:01 p.m. and the attendees said the Pledge of Allegiance.

2. Approval of Agenda: Mr. Walter stated he would like to amend the agenda to move the following New Business items up for discussion following the Approval of Minutes:

- 8B – Tax and Business Incentive Program Application
- 8C – Commercial Property Assessed Clean Energy Program (C-PACE)
- 8D – Heritage Park – Fitness Equipment
- 8E – Project Graduation – Book Bin at Transfer Station
- 8F – E-Waste Recycling – New Contractor

Motion made by Mr. Walter, seconded by Mr. Lyman, to approve the agenda as amended. Unanimous aye.

3. Approval of Minutes: Regular Meeting of March 20, 2013.

Motion made by Mr. Walter, seconded by Mr. Lyman, to approve the minutes of the Regular Meeting of March 20, 2013 as written. Mr. Blaschik abstained from the vote and the motion passed with a majority of ayes.

8B. New Business - Tax and Business Incentive Program Application: Mr. Walter called the Selectmen's attention to materials in their meeting packets regarding the Economic Development Commission's recommendation to (1) waive Town fees for the New England Propeller Services, Inc.'s expansion project, and (2) approve a 2-year tax abatement of 80% and 70% respectively. He introduced Economic Development Coordinator Peter Simmons who provided some background on the project. Mr. Blaschik noted this was the first application to the Town's tax incentive program and asked Mr. Simmons if the process went smoothly. Mr. Simmons advised that there are still some bugs to be worked out but that he was pleased with EDC's recommendation. He advised that the EDC commissioners would vote at their April 5th meeting to recommend the project to the Board of Selectmen.

8C. New Business - Commercial Property Assessed Clean Energy Program (C-PACE): Mr. Walter called the Selectmen's attention to a memo in their meeting packets, dated March 25, 2013, from Economic Development Coordinator Simmons, recommending the Town participate in the C-PACE program. Mr. Simmons advised that the C-PACE program is administered by the Clean Energy Finance and Investment Authority (CEFIA), which is a quasi-state agency. He stated that the program provides financing for eligible energy conservation and clean energy projects proposed for commercial properties and that payment collections are made through a town's semi-annual property tax bills. He advised that the loan is filed on the town's property records and the collections must be provided to CEFIA within 30-days of receipt and cannot be commingled with town revenues.

Mr. Simmons noted that energy cost is one of the largest operating expenses for Connecticut businesses and the C-PACE process gives banks greater confidence to participate in lending for a business' energy conservation projects. There was a general discussion about the program and Mr. Simmons responded to several questions from the Selectmen.

Motion made by Mr. Walter, seconded by Mr. Lyman, to adopt the following resolution to be referred to the Board of Finance and then Town Meeting for approval:

WHEREAS, Section 157 of Public Act No. 12-2 of the June 12, 2012 Special Session of the Connecticut General Assembly (the "Act") established a program, known as the Commercial Property Assessed Clean Energy (C-PACE) program, to facilitate loan financing for clean energy improvements to commercial properties by utilizing a state or local assessment mechanism to provide security for repayment of the loans; and

WHEREAS, the Act authorizes the Clean Energy Finance and Investment Authority (the "Authority"), a public instrumentality and political subdivision of the State charged with implementing the C-PACE program on behalf of the State, to enter into a written agreement with participating municipalities pursuant to which the municipality may agree to assess, collect, remit and assign, benefit assessments to the Authority in return for energy improvements for benefited property owners within the municipality and for costs reasonably incurred by the municipality in performing such duties; and

WHEREAS, the Commercial Property Assessed Clean Energy ("C-PACE") Agreement (the "C-PACE Agreement") between the Town of East Haddam and the Authority, as attached hereto, constitutes the written agreement authorized by the Act.

NOW, THEREFORE, BE IT RESOLVED:

- (a) that we, the Board of Selectmen, constituting the legislative body of the Town of East Haddam, hereby approves the C-PACE Agreement, and
- (b) that Mark B. Walter is hereby authorized and directed, on behalf of the Town, to execute and deliver the C-PACE Agreement, substantially in the form attached to this Resolution, for the purposes provided therein, together with such other documents as he or she may determine to be necessary and appropriate to evidence, secure and otherwise complete the C-PACE Agreement.

Unanimous aye.

8D. New Business - Heritage Park – Fitness Equipment: Mr. Walter introduced Public Works Administrator, Beth Lunt who stated she is requesting the Board of Selectmen waive the bid process to purchase fitness equipment for Heritage Park. She advised that she and Recreation Director Tiffany Quinn had researched the manufacturers of this type of equipment and the New England Recreation Group is the only one that offers the level of quality recommended for the proposed use and who will install the equipment. She advised that the New England Recreation Group has only one northeast distributor. The quote from the New England Recreation Group for the equipment is \$10,892.00 and the installation cost is \$5,075.00

Motion made by Mr. Walter, to waive the bid process for the purchase of outdoor fitness equipment and authorize the Public Works Administrator to negotiate with New England Recreation Group per their quote of \$10,642.00 for equipment and \$5,075.00 for installation. Mr. Blaschik stated he would second the motion for discussion purposes.

Mr. Blaschik stated that he is generally not comfortable with waiving the Town's bid process. He noted that he understood that New England Recreation Group may be the only company that responds to a request for bids; however, he did not believe there was any urgency to the purchasing request and would prefer to follow the established practice of going out to bid for the equipment. The Selectmen discussed Mr. Blaschik's concerns and Mr. Walter stated he would withdraw his motion to waive the bid process for the purchase of outdoor fitness equipment for Heritage Park.

8E. New Business - Project Graduation – Book Bin at Transfer Station: Ms. Lunt stated that she has received a request to install a book bin from Got Books at the Transfer Station and the proceeds from the collection of books in the bin would benefit Project Graduation. The Selectmen discussed the impact of installing a fundraising book bin on the existing Book Nook. Ms. Lunt stated she could locate the book bin near the Book Nook and install informational signage about the purpose of each repository.

Motion made by Mr. Walter, seconded by Mr. Blaschik, to authorize the Public Works Administrator to allow Got Books to install a book bin at the Transfer Station for three months, or for a period not to exceed the minimum required contract period, as a Project Graduation fundraising effort. Unanimous aye.

8F. New Business - E-Waste Recycling – New Contractor: Mr. Walter called the Selectmen's attention to a memo in their meeting packets, dated March 19, 2013, from Public Works Administrator Lunt reporting that the Town's present electronics recycling contractor is no longer on the list of CT DEEP approved contractors and must be replaced. Ms. Lunt's memo recommended contracting with Creative Recycling Systems, LLC.

Motion made by Mr. Walter, seconded by Mr. Blaschik, to approve entering into a contract with Creative Recycling Systems, LLC for E-Waste Recycling for twelve (12) months with the option to renew on the anniversary date for two (2) more twelve (12) month periods if mutually agreed upon by both parties. Unanimous aye.

4. Correspondence: No correspondence was discussed at the meeting.

5. First Selectmen's Report: Mr. Walter reported that the Board of Finance's consideration of the proposed budget resulted in reductions for both the Town and the Board of Education. He advised that the Finance Director is continuing to work on the FEMA reimbursement applications for this year's storm events and he expects the reimbursements will make up for some of the reductions.

Mr. Walter also advised that he is working with the Town's Attorney to expand participation in a regional animal control program.

6. Citizen's Concerns: Mr. Blaschik noted that the Selectmen's meetings are not being taped. Mr. Walter stated he would ask Ms. Zemienieski to have the Town's IT contractor program the new recorder so that it can be used at the meetings.

7. Unfinished Business:

A. Proposal to Exempt Class I Renewables from Building Permit Fees: There was a general discussion about this agenda item and Mr. Walter stated he needs to determine a reasonable cap for the Town's fees related to Class I Renewable projects.

B. Three Bridges Road Bridge Discussion: There was no update on this agenda item.

C. Blight Ordinance Discussion: Mr. Walter advised that he plans to meet with the Town's Attorney to work on the draft blight ordinance language.

8. New Business

A. Grant Acceptance – STEAP 2010 Grange Hall/Town Hall Building Project: Mr. Walter reported that this grant was originally awarded for the old middle school renovations and the Town requested that the funding be repurposed for work at the old Town Hall/Grange Hall. He advised that the Office of Policy and Management granted the request to repurpose the funding. Mr. Walter noted that the next steps are to proceed with the town approval process through the Board of Selectmen, Board of Finance and Town Meeting.

Motion made by Mr. Walter, seconded by Mr. Lyman, to adopt the following resolution to be referred to the Board of Finance and then Town Meeting for approval:

WHEREAS, pursuant to the power granted by the State of Connecticut, Office of Policy and Management under section 4-66g(d) of the Connecticut General Statutes (the Small Town Economic Assistance Program Act), the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and

WHEREAS, it is desirable and in the public interest that the Town of East Haddam make an application to the State for \$200,000 in order to undertake the Old Town Hall and Grange Building Project and to execute an Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Town of East Haddam:

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by section 4-66g(d) of the Connecticut General Statutes (STEAP).
2. That the filing of an application for State financial assistance by the Town of East Haddam in an amount not to exceed \$200,000 is hereby approved and that Mark B. Walter, the First Selectman is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with The State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the Town of East Haddam.

Unanimous aye.

B. Tax and Business Incentive Program Application: This agenda item was discussed earlier in the meeting and is reported on in the above minutes.

C. Commercial Property Assessed Clean Energy Program (C-PACE): This agenda item was discussed earlier in the meeting and is reported on in the above minutes.

D. Heritage Park – Fitness Equipment: This agenda item was discussed earlier in the meeting and is reported on in the above minutes.

E. Project Graduation – Book Bin at Transfer Station: This agenda item was discussed earlier in the meeting and is reported on in the above minutes.

F. E-Waste Recycling – New Contractor: This agenda item was discussed earlier in the meeting and is reported on in the above minutes.

G. Board/Commission Changes (ZBA): Mr. Walter called the Selectmen's attention to an email from Stuart Wood, dated March 28, 2013, recommending moving an alternate member to regular member position.

Motion made by Mr. Walter, seconded by Mr. Lyman, to change the status of William Smith from an alternate member to a regular member, filling a vacant term to expire January 2016 on the Zoning Board of Appeals. Unanimous aye.

H. Volunteer of the Month : Mr. Walter noted that April is generally reserved for the nomination of student volunteers; he called the Selectmen's attention to a letter from Laura Truncali and Lisa Maciorowski, School Counselors at Nathan Hale-Ray High School, recommending Kristen Wicander as Volunteer of the Month. He noted that Krysta Smith was also nominated but that she had been a recipient of this honor last year for her efforts with the Food Bank and that he has requested that the school recommend another student.

Mr. Walter reported that the recommendation letter stated that Kristen Wicander is, "...an outstanding leader in the classroom, [and] her creativity and critical insight lend themselves to her leadership roles in her volunteer work" and advised that she was elected President of Straight from the Heart and Youth Helping Youth organizations, that she participates in Project Safe Halloween, an Easter egg hunt for local children, and the Local Prevention Council and is also a companion for a child with Down Syndrome, assisting her with basketball and attending Brownie Troop meetings with her.

Motion made by Mr. Walter, seconded by Mr. Blaschik, to name Kristen Wicander as volunteer of the month for April 2013. Unanimous aye.

I. Tax Refunds: There were no tax refunds for consideration at the meeting.

9. Public Comment: There was no public comment at the meeting.

10. Selectmen's Discussion: Mr. Lyman noted that the Open Space Public Hearing had been scheduled on the Thursday of Easter weekend and reported that he had received a request from a Conservation Commissioner that no future Town meetings be scheduled on religious holidays. The Selectmen noted the request.

11. Adjournment: There being no additional regular business to discuss, a motion was made by Mr. Walter, seconded by Mr. Blaschik, to adjourn the meeting at 8:10 p.m. Unanimous aye.

Respectfully submitted,
Emmett Lyman, Secretary

Tape: n/a